**Homestead of Carrollton HOA**

**Board of Directors Meeting September 11, 2017**

**Minutes**

**Board Members Present:** Ty Albright, Neil Anson, Sarah Nejdl, Roy Atwood, Paulette Chukkala

**Others in Attendance**: Ashlynn Wells and Christie Wilson of FirstService Residential, Inc.

Patty Cash – HOA Administrator

There were no homeowners in attendance

President Neil Anson acknowledged that quorum had been established and called the meeting to order at 7:05 pm.

**Actions by the Board of Directors. The following actions were approved by the Board of Directors:**

1). Approve the minutes from the 7/17/17 board meeting. Motion made by Ty, second by Sarah approved by all Board Members in attendance.

2. No official date has been set for the closing of the pool. The discussion was tabled and will be discussed at the October BOD Meeting

**Homeowner Forum**: There were no homeowners in attendance

**Committee Reports**

* • **Ty – ACC (Board Liaison to the ACC**) – The ACC team is working efficiently and responds to requests within one week.
* Solar panels have been approved with conditions including not to be seen from street, chrome painted to match shingles. The city of Carrollton also has an ordinance for the installation of solar panels.
* The fence on Branch Hollow has been completed. Fines will still be assessed.
* A homeowner reported the protection pole behind her driveway on Morning Dove was beginning to lean. BOD agreed the poles will be maintained by the HOA if a leaning pole is obstructing driving or if it has fallen.
* • **Roy- Landscaping** (working with and providing guidance to landscape contractor). Roy has been working with Justin Knox and has inspected landscape.
* --The controllers for the sprinklers will be replaced to work more efficiently. Currently their main objective is to improve the turf grass in the medians and parks.

--The cedars on Countryside died and have been removed. Cedars on Rabbit Run are also dying and will be removed. The Rabbit Run side of the brick wall will only be grass as is the case on Standridge.

It was reported there are 3 dead trees on the west side of the pool near the pumps. Roy will contact Justin regarding these trees.

There is still some overwatering occurring especially on Countryside. The controllers will be fixed along with the lines. The heads will be positioned so they don’t break as frequently.

Maude Park improvement will start in the Spring.

Northwest Corner of Hill Park near Ivy & Morning Dove needs grass to help reduce the amount of mud accumulating on the sidewalk. For now the landscape company will clean the mud off the sidewalks.

**Sarah – Volunteers/Committees** (including effort to recruit future board members)

Sarah is talking with neighbors to recruit more assistance in the HOA.

She verified with Rusty Nejdl that we have a date and volunteer to coordinate the Fall Festival. It will be held November 5 in the afternoon. Wendy Hyink has agreed to coordinate.

There is no volunteer to coordinate a National Night Out event.

Even though there was a money for a party Labor Day weekend, no homeowner volunteered to coordinate so there was no function.

• **Neil (Communications)** Neil requested the date for the next mailing and schedule for 2018 of HOA dues from Ashlynn so a newsletter can be included. Since he wasn’t aware of the mailing date for October statements no newsletter was included. He plans on including a newsletter in next mailing.

The date was set for the annual meeting in March which will be March 19, 2018 at 7pm at Homestead Elementary. First Residential is responsible for notifying homeowners and scheduling with the school.

**Paulette (Home Inspections)** Paulette introduced herself and was happy to be serving on the board. She agreed to assist with home inspections/violations working with HOA Admin and First Residential.

She expressed concern over the lack of lighting at the corner of Rabbit Run and Branch Hollow. This is a very dark intersection. She will look into process to have city of Carrollton install a light at this intersection

**Patty (HOA Administrator**) Patty thanked the board for the opportunity to work as HOA Admin. She is enjoying the job so far and enjoys speaking with neighbors.

Some of the items she has worked on are: updating the welcome packet on the website, ACC requests, reporting broken sprinklers & dead trees to landscape company, violation issues, clubhouse rentals and any other questions from homeowners.

--Due to the incident at the gazebo where there was a broken bench and people sleeping overnight in the gazebo it was agreed the benches will remain and be secured to the ground

--She also reported contacting the city for the STOP sign at Branch Hollow and Windmill after the accident on August 26. At this time the city has not started their assessment.

Patty also reported the dishwashers at the clubhouse have been repaired

**Management Report/Financial Report from Treasurer**: Ashlynn Wells reviewed the Property Management report, including financials, delinquencies, and status of litigation.

--Click Pay issue-Ashlynn reported they have been working directly with ClickPay to fix the problems with late fees. Their system is not allowing residents to pay their dues early because it doesn’t recognize early payments. The board said this is unacceptable. Ashlynn is going to compile a list of the number of residents using clickpay to see if it is advantageous for us to continue to offer this service. She also stated they are working on documents to send to all residents to help with Clickpay use.

--The are 2 delinquent accounts. Accounts 0314.03 and 0068.03 were discussed. Ty made a motion that the attorney should escalate to the next step. Neil seconded. Board all voted yes. The attorney will be notified to implement Resolution of the Board of Directors.

--Budget 2018. Discussion whether the dues should be raised to help with additional costs. If there is adequate amount in the reserve accounts, dues can remain flat. Ashlynn is going to research the history of the dues. Patty will also check HOA records

--Ashlynn is going to check with landscape company for cost of keeping mud off the sidewalks. If we add additional items how much will the contract change.

--report from CEDCORE shows projected expenses and income. Discussion further regarding the reserve amounts and operating expenses.

--Ashlynn is going to make adjustments to the proposed budget and send the information to the board by October 9.The next BOD meeting will be postponed until October 30 to give Ashlynn time to draft proposed budget and give the board time to look it over.

**Old Business/Tasks:**

--The benches at the Gazebo will be secured to the floor so they cannot be moved around.

--The HOA will be responsible for the protections poles behind driveways. They will be fixed if leaning far enough to obstruct driving, or if they fall over

-- It was reported there are have been 27 violations in the neighborhood. First Residential is following protocol with notices and will access fines when needed.

Roy made a motion there will be no executive meeting tonight. Sarah seconded. All voted yes

The meeting was adjourned by Neil at 9:11pm.